

## Exhibit B

### Project Description for Story County, Iowa

#### Modus Elections Manager

March 7, 2022

#### Modus Elections Manager

The system is designed to save significant time and resources for Story County, by delivering a customized, integrated system to plan and administer elections.

Modus Elections Manager is being proposed to Story County, Iowa for managing all upcoming elections. InTech Software Solutions, Inc. will assist with importing existing elections data to the Modus Elections Manager system.

#### System Benefits and Capabilities

Designed by elections officials for election officials, key benefits include:

- **Unified Database.** Modus replaces hours of repetitive data entry by managing all paperwork and details for Polling Places, Workers and Equipment in one place
- **Communications Simplified.** Letters, texts, or emails are sent with a few mouse clicks. Write and send a message to all your of workers and polling places in less than 10 minutes
- **Payroll Automated.** The system automatically calculates the hours and wages owed with almost no data entry
- **Staffing Streamlined.** Changes to worker hours are simple and require no juggling. Includes meeting party balance requirements at polling locations
- **Election Equipment Tracked.** All supplies and equipment are accounted for. Delivery and set up are fast and accurate
- **Legal Defensibility.** All forms and paperwork are tracked in the system, for a clear audit trail
- **Succession Plan.** The Business Knowledge Tool greatly simplifies employee transitions

## Scope of Project

### **InTech will:**

- Install the Modus Elections Manager system and ensure it is accessible to all users that have minimum client software and internet services.
- Make available consulting services for data collection, conversion, and training.
- Provide support for elections staff directly employed by Story County.
- Ensure that the remote databases are secure, with proper backup and recovery procedures in place.

### **Story County will:**

- Promptly notify InTech via email and provide necessary documentation for any encountered issues in the Modus software environment.
- Only distribute user IDs and passwords to authorized staff.
- Be responsible for creating, updating, and reviewing election data for its own jurisdiction.

### **Additional Services:**

- InTech custom coding for unique requirements or features.
- Additional consulting services or custom coding can be provided at a discounted rate of \$145 per hour.

## ***Data Conversion & Training***

InTech provides data conversion, onsite training, and implementation services to assist our customers in a smooth transition to Modus Elections Manager. This consists of the following:

- One day on-site to collect election configuration parameters and data for the jurisdiction.
- A one-time data import of election worker, polling place, and equipment data.
- On-site training and implementation assistance designed to get users started with the system.
- A second 2-3 hour training session completed near the election which trains users in more advanced features of the system.

These activities will be scheduled upon customer acceptance of this project description.



## Software License

### System Components

The following is a list of the components included with the Modus Elections Manager. To help our clients address the realities of limited budgets, we have an annual-cost licensing based on population. This license includes access to the Modus Elections Manager system with no restrictions on the number of users. This structure eliminates unforeseen fees or unpredictable licensing increases.

ANNUAL SUBSCRIPTION	
Modus Elections Manager Base Software License Includes unlimited user access, support, system servers, etc.	\$4,767
Election Worker <sup>1</sup> & Polling Place Management	Included
Election Worker Online Information Portal	\$1,016
Online Election Worker Training	\$1,016
Equipment Management	\$1,016
RFID Equipment Tracking	\$1,172

<sup>1</sup> SMS Texting is included in the above price for the first 5,000 individual texts sent per year. Additional texts may be purchased at a price of \$100 per package of 2,500 texts.

### Payment Schedule

The Modus Elections Manager is licensed annually. To reduce costs, we charge minimal up-front installation fees. The proposed subscription (below) is based on the needs indicated by the client during our discussions. If any changes to included components are requested, the following project scope may be updated to meet the needs of Story County.



ANNUAL SUBSCRIPTION –	
<b>2022</b>	
12-month Software Subscription for Story County (Base software, Election Worker <sup>1</sup> & Polling Place Management, and Equipment Management)	\$8,987
<b>2023</b>	
12-month Software Subscription for Story County (Base software, Election Worker <sup>1</sup> & Polling Place Management, and Equipment Management)	\$8,987

## Installation and Training

<b>INSTALLATION AND TRAINING – One Time Fee</b>	
Story County Training/Data Import One-Time Service Fee. (Data conversion, Onsite implementation meeting, Two onsite training sessions.)	\$3,000

## RFID Acquisition Costs

If Story County, Iowa decides to implement the RFID Real-time Equipment Tracking module, additional hardware and RFID labels will be needed.

<b>RFID Hardware and Supplies</b>	
 <p>Zebra Handheld RFID Scanner \$1,500 ea. X 2 devices</p>	\$3,000
 <p>RFID Labels 300 labels (Metal Surface) @ \$2.00 ea</p>	\$600

Pricing does not include sales tax.

## Selected Case Studies

**“Modus provides great value for us. Financially, it has saved us staff time. It is intuitive to use and the response time [of the software] is excellent. We went from 4 FTEs using another vendor’s system down to 1.5 with Modus.**

“Our IT staff likes the security it provides. My staff has been able to work from home during COVID. They remained efficient and effective.

“What I like the best is your customer support flexibility. If we have an issue, we give you a call. I receive a call from Amy very quickly and talk through the problem. Your support never responds, ‘Oh, we have to talk with all our other users first.’ You have been very accommodating with our nuanced requests even when these might not be applicable to other users.

“The Modus Online training eliminates staff working overtime—at night—to do a lot of the in-person training that we used to do. Your payroll has saved Katelyn a week of time.”

*- David Triplett, Elections Manager, Ramsey County, MN*

**“Modus is a huge boost in terms of convenience on many levels. The ease in which you can reach your election workers with one click to send out training notifications. Even before COVID, using on-line training reduced in-person classes from 30+ down to just a handful. It is easy getting content to election workers. We can track their progress and know when workers are completing their training.**

“The seamless integration into payroll is super convenient. Modus gives us confidence all hours are added and reflected in their pay.

“Being able to integrate all your tools into a single place... Not needing numerous separate spreadsheets for worker tracking, for notices, polling locations and equipment... Knowing where you access those when the time comes...Having one spot to log in to and be able to access everything...That is incredibly important and valuable!

“It saves time, it saves resources, it makes it easier. I think, most importantly, you reduce the number of things you are going to overlook or have errors with...because you have everything in one single spot.”

*- Paul Linnell, Elections Manager, Anoka County, MN*



**“Hands down...Modus saves us time. It gives you your time back. I would need two of me to do what I do now with Modus.**

“When you are running an election (and we had three last year!) you literally live, breathe, eat and sleep elections. You are always going. So, anything you can do to relieve that stress off of yourself and make things more manageable is well worth any kind of investment you put into it. And to me, that’s Modus!

“I have been through 2 payrolls now. Very easy. I work off the time sheets I have [generated with Modus software]. I literally just enter in the time and send a spreadsheet over to accounts payable. I can get it done within a day.

“Another really awesome piece- [When I start payroll] I am really tired because it is a day or two after the election. So, I am usually really shot. To have something that helps me do payroll correctly and makes it almost fool proof, because unless I actually enter wrong times, it is almost impossible for me to mess it up.”

*- Becky Koosman, City Clerk, City of Minnetonka, MN*

**“You don’t realize the time savings or how much time you spend on projects until you don’t have to do it anymore!**

“You don’t even know how badly you need this software until you have it.

*- Arrin Linzenmeyer, Deputy City Clerk, City of Sun Prairie, WI*

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